



Council

Samuel E. Murray
Mayor

Mary Beth Heyward
Mayor Pro Tempore

Vernon DeLoach
Tom Klein
Joe Lee

Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Daniel G. Lemieux
Operations

Linda Bridges
Planning

**Minutes
Public Hearing
Yvonne C. Butler Council Chambers, 700 Paris Avenue**

October 7, 2015

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Tom Klein

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach

Staff Absent: Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the meeting to order at 6:30 pm and welcomed those present.

II. PURPOSE:

- A. Ordinance 2015-22. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 5.29 acres as shown and described as Beaufort County Tax District 112, Map 28, Parcel 110 and Beaufort County Tax District 112, Map 31, Parcel 1 to be rezoned from T4 to T3 Neighborhood (located south of 128 Castle Rock Rd.)**

Town Manager Willis read Ordinance 2015-22 by title and showed the property on the map. He explained this request was in compliance with the future land use map and said although there was some opposition the Metro Planning Commission had recommended the rezoning.

B. Ordinance 2015-23. An ordinance amending Article II., Section 20-30, replacement of trees of the Code of Ordinances of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2015-23 by title and explained it would provide for removal of trees from development sites with the developers paying a determined amount to remove the trees. These funds would be placed into a Tree Fund to be used for specific purposes.

Trish Fydrich ask for clarification concerning whether someone building a house would have to pay to cut down a damaged tree.

Councilmember Klein explained this ordinance is only one part of the tree ordinance and that this part is geared toward developments of four lots or more.

Town Manager Willis read the list of purposes the tree funds could be used for.

III. COMMENTS:

There were no further comments at this time.

IV. ADJOURNMENT:

There being no further comment, the hearing adjourned at 6:40 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the hearing was posted in the local newspaper and on the town bulletin board fifteen days prior to the hearing. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior to the hearing.

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**Minutes
Council Workshop
Yvonne C. Butler Council Chambers
October 7, 2015**

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Tom Klein

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges and Police Chief Alan Beach

Staff Absent: Tanya Payne, Municipal Clerk

I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:40 pm.

II. COUNCIL BRIEFING:

Town Manager Willis told Council he would be meeting with Michelle Knight of LOCOG to discuss possible grant applications for items listed on the Town's Needs Assessments List for the Spring Cycle. He discussed a rendering of the proposed playground at the Naval Heritage Park as recommended by the Parks and Recreation Commission, said the Pickle Ball equipment has arrived and he will be working with the YMCA to establish a league and explained casual recreational play would be available during the week for residents. He told Council the area at the Sands has been chosen for the kiosk. Mr. Willis said there was nothing new on the sale of the port but said the development agreement and the PUD are in effect. He said they are still searching to find out why turtles in the Madrid Pond died, reviewed a list of businesses who received grants through the Port Royal Pride program, said an onsite review is scheduled for October 28 at the shrimp market after which demolition would begin. Mr. Willis said they were working to move the shrimping operations into the warehouse but said the SPA is reluctant to allow the ice machine in that building. He explained he would be meeting with Public Defender's Office to discuss Indigent Defense, said he will keep Council posted on the Burton Fire District Lawsuit, said a team of consultants will be needed to work with Dr. Plaag on the proposed Historic District, the encroachment

permit is in place for signs directing the public from the Spanish Moss Trail through the neighborhood to the signal at Ribaut Road and Paris Avenue. Mr. Willis said there is nothing to report on the Capital Project Sales Tax, the Chamber will host a session with Scott Slatton, MASC, to discuss Local Option Sales Tax, the county will increase its stormwater rate for town citizens and Engineer Tony Magilone will be attending next months meeting to discuss the findings of the rate study and the MPDES permit. Mr. Willis said a speed bump has been installed on Edinburgh Avenue to slow traffic and said it will be monitored for its effect on slowing traffic.

III. REVIEW AGENDA FOR THE OCTOBER 14, 2015 COUNCIL MEETING:

Town Manager Willis reviewed Ordinance 2015-22 to zone 5.29 acres located at 128 Castle Rock Road as T3 Neighborhood and Ordinance 2015-23 to establish a tree fund to provide for replacement of trees when trees are cut for development. He said the Metro Planning Commission had recommended both requests. Mr. Willis said the tree fund would be named the Dan Lemieux Tree Fund in memory of Mr. Lemieux who recently passed away. He said the ordinance also sets guidelines for uses of the fund. Town Manager Willis read by title first reading Ordinances 2015-24 and 2015-25 to annex and zone .675 acres of real estate located at 11 Fulwood Lane. He explained the Metro Planning Commission had recommended both the annexation and the zoning request of T4NC-O. He showed the property on the map and its relation to nearby property located in the town.

Town Manager Willis read Ordinance 2015-26 which would allow for construction of sidewalk on Columbia Avenue. He said this ordinance meets the requirements of the town's sidewalk policy. He also reviewed the list of needed appointments and reappointments to town boards and commissions. Mr. Willis told Council the November council meeting would need to be moved to another date since it falls on Veteran's Day this year.

Council decided to meet on Thursday, November 12th.

IV. IMPORTANT DATES AND INFORMATION:

- A. Wednesday, October 14, 2015, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

Town Manager Willis reviewed the list of important dates and information. He told those present Council would be taking part in a Lowcountry Boil cook-off sponsored by the Beaufort Realtors at the Yacht Club on October 26th.

County Councilmember Alice Howard thanked the town for its help with traffic problems at the Montessori School and also its recommendation of Joe DeVito to serve on the County Transportation Committee.

Trish Fidrych told Council the Port Royal Baptist Church would be painting the Skate Park on November 7th and also picking up trash along Old Shell Road. She said they are also looking for property in the town which needs to be cleaned. Ms. Bray requested that trash cans similar to the ones at the Sands be placed at the Skate Park. She also expressed concerns about cars traveling on 12th Street and parking at ALANO Hall. Ms. Bray suggested that sidewalks on this street might be helpful and also said maybe if shrubbery could be trimmed it might help. She told Council that the beautiful tree on that property is being harmed because patrons are parking in the front yard on the roots of the tree.

V. EXECUTIVE SESSION:

A. Contractual issue related to the port

Councilmember Lee moved to adjourn to Executive Session to discuss a contractual issue related to the port. Councilmember Heyward seconded the motion.

Council adjourned to Executive Session at 7:30 pm.

Council returned from Executive Session at 7:50 pm.

No action was taken.

VI. ADJOURNMENT

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:50 pm.

Respectfully submitted:


Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the workshop was posted on the town bulletin board two weeks prior to the workshop. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours before the workshop.

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**Minutes
Regular Council Meeting
Yvonne C. Butler Council Chambers, 700 Paris Avenue**

October 14, 2015

Members Present: Mayor Sam Murray and Councilmembers Mary Beth Heyward, Vernon DeLoach, Tom Klein and Joe Lee

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach and Municipal Clerk Tanya Payne

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. APPROVAL OF MINUTES:

- A. Minutes from the Council Workshop of September 2, 2015**
- B. Minutes from the Regular Council Meeting of September 9, 2015**

Councilmember Heyward moved to adopt the minutes from the Council Workshop of September 2, 2015 and the Regular Council Meeting of September 9, 2015. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IV. PROCLAMATION:

A. Port Royal Sound

Mayor Murray read a proclamation proclaiming November as *Port Royal Sound Month* in the Town of Port Royal.

B. 'Imagine a Day without Water' – Joe DeVito and Pam Flasch, BJWSA

Mayor Pro Temp Heyward read a proclamation 'Imagine a Day without Water' and presented it to Joe DeVito. Mr. DeVito thanked the town for the proclamation and for its support.

V. COUNCIL BRIEFING:

Town Manager Willis said the traffic counter has been installed near the speed hump on Edinburgh Avenue to check traffic counts. He said depending on the information received from the device top signs might be necessary to calm traffic in that area.

Council chose to hold its Annual Volunteer Picnic on November 7th at 3:00

Town Manager Willis pointed out work being done at the Heister building on Paris Avenue and said this project was being done in conjunction with the Port Royal Pride Program.

Councilmember DeLoach explained events being held at the Live Oaks Park where loud music is involved throughout the day and/or evening was very disturbing to the neighborhood. He said something needed to be done about this disturbance. Mr. DeLoach said the privilege has been abused and needed to be taken away. He also said alcohol should not be allowed at the park.

Police Chief Beach said the department will keep track of events at the park and will increase patrols in order to keep the noise down.

Town Manager Willis said the problem on 12th Street would be taken care of by the organization's board and that problems with shrubby and parking would be corrected.

VI. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on agenda items. Each speaker will be limited to two minutes

There were no comments at this time.

VII. SECOND READINGS:

- A. Ordinance 2015-22. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 5.29 acres as shown and described as Beaufort County Tax District 112, Map 28, Parcel 110 and Beaufort County Tax District 112, Map 31, Parcel 1 to be rezoned from T4 to T3 Neighborhood (located south of 128 Castle Rock Road)**

Town Manager Willis read Ordinance 2015-22 and showed the property on the map. He explained the property is located adjacent to Shadow Moss Subdivision and said the request is in compliance with the Future Land Use Map. Mr. Willis said there was some objection from the Metro Planning Commission on this issue but explained the commission had recommended the rezoning.

Councilmember Lee moved to adopt Ordinance 2015-22 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2015-23. An ordinance amending Article II., Section 20-30, replacement of trees of the Code of Ordinances of the Town of Port Royal, South Carolina**

Town Manager Willis read Ordinance 2015-23 and explained it addressed removal of trees from commercial development sites. He said the ordinance also addresses a monetary amount to be paid for the trees per caliper inch and explained these fees would be placed in a tree fund. Mr. Willis said the ordinance also included a clause to name the fund the Dan Lemieux Tree Fund. He said the ordinance also states how the funds could be used.

Councilmember Lee moved to adopt Ordinance 2015-23 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

VIII. FIRST READINGS:

- A. Ordinance 2015-24. An ordinance annexing to the Town of Port Royal approximately .675 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 31, Parcel 162, (11 Fulwood Lane)**

Town Manager Willis read Ordinance 2015-24 and showed the property on the map. He explained the property is in compliance with the town's future land map. Mr. Willis said Metro Planning Commission had unanimously recommended the annexation.

Councilmember Lee moved to adopt first reading of Ordinance 2015-24 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2015-25. An ordinance to zone approximately .675 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31, Parcel 162 to be zoned as T4NC-O all parcels being in Beaufort County

Town Manager Willis read Ordinance 2015-25 and explained the requested zoning of T4NC-O meets the town's future use plan. He said the Metro Planning Commission had unanimously recommended this zoning.

Councilmember Lee moved to adopt Ordinance 2015-22 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

C. Ordinance 2015-26. An ordinance to authorize the town manager to convey excess real property to facilitate construction of sidewalks within the town described as Beaufort County Tax District 110, Map 10, Parcel 120 (approximately 120 ft. located at 1713 W. Paris Ave.)

Town Manager Willis read Ordinance 2015-26 and showed the property on the map. He explained this request for sidewalk on West Paris Avenue meets the requirements of the sidewalk policy.

Councilmember Lee moved to adopt Ordinance 2015-26 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

IX. COUNCIL'S ACTION:

A. Appointment:

1. Design Review Board – reappoint one

Councilmember Lee moved to reappoint Curtis Small to a two year term on the Design Review Board and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

2. Zoning Board of Adjustments and Appeals – reappoint one

Councilmember Heyward moved to reappoint Scott Hammet to a one year term on the Zoning Board of Adjustments and Appeals and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

3. Historic Preservation Commission – appoint one

There were no appointments for this commission.

B. Set date for November Council Meeting

Councilmember Heyward moved to hold next month's meeting on November 12th since the regular Wednesday meeting falls on Veteran's Day. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

X. IMPORTANT INFORMATION AND DATES:

- A.. **Monday, October 19, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- B. **Tuesday, October 20, 2015, 3:00 pm – Historic Preservation Commission Meeting, Town Hall, 7:00 Paris Avenue**
- C. **Tuesday, October 20, 2015, 4:00 pm – Redevelopment Commission Meeting, Town Hall, 700 Paris Avenue**
- D. **Tuesday, October 20, 2015, 5:30 pm – Parks and Recreation Commission Meeting, Town Hall, 700 Paris Avenue**
- E. **Saturday, October 24, 2015, 11:00 am – The Grand Centennial Parade, 11:00 am, Training Marines 1915- 2015, Paris Avenue**
- F. **October 24, 2015, Public Premier of Documentary, 12:15 – 1:15 – 2:15 at The Shed, 809 Paris Avenue, Port Royal**
- G. **Monday, October 26, 2015, 5:00 pm – Municipal Election Commission, Town Hall 700 Paris Avenue**
- H. **Tuesday, November 3, 2015 – Port Royal General Election**
- I. **Wednesday, November 4, 2015, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers**
- J. **Wednesday, November 4, 2015, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers**
- K. **Thursday, November 5, 2015, 5:00 until 7:00 pm – Port Royal Elementary *Fall Prestival* in the field behind the school**

- L. **Wednesday, November 11, 2015 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Veteran’s Day**
- M. **Wednesday, November 12, 2015, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, Paris Avenue**
- N. **Monday, November 16, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- O. **Thursday and Friday, November 26th and 27th, 2015, Town Hall, Public Works and the administrative offices of the Police Department will be closed on observance of Thanksgiving**

Town Manager Willis reviewed the list of important information and dates.

XI. COUNCIL’S COMMENTS:

There were no comments at this time.

XII. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.

Terry Young, 1607 Robinson Street, expressed concerns about traffic on Casablanca Circle and Robinson Street and asked that speed limit signs be posted on those streets. He also asked that the street signs be refurbished. Mr. Young said there was a stop sign on Robinson Street that no one stops at. He suggested that the stop sign be removed and replaced by a yield sign.

Town Manager Willis told Mr. Young that a project was already under way to refurbish the street signs in Casablanca and said he would check with SCDOT to get the speed limit signs and the stop sign issue taken care of.

Mare Deckard passed out information to Council and read a statement asking Council not to adopt the proposed county animal control ordinance.

Skip Hoagland passed out information to Council and read a statement concerning transparency and accountability in local government.

XIII. ADJOURNMENT:

Councilmember Lee moved to adjourn and Councilmember Heyward seconded the motion.

The meeting adjourned at 7:23 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

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